



Quileute Tribal Council

• QUILEUTE INDIAN TRIBE •

Human Resources Department

P.O. Box 279 • La Push, WA • 98350

(360) 374-6163 / 4367 / 2175 • Fax (360) 374-4368



Quileute Tribe Job Description

Fisheries Technician I

HOW TO APPLY: Send Application Package to the address listed below.

Applications can be downloaded at <https://quileutetribe.com/current-openings/>

**The Quileute Tribe
Human Resources Department
P.O. Box 279
La Push, Washington 98350**

Or via email: hr@quileutenation.org

Ensure your Application contains:

1. Quileute Tribal Application
2. Cover Letter
3. Resume
4. Driver's License
5. Tribal Enrollment Verification
6. Certification(s)
7. Diploma(s): High School, College

NOTE: Incomplete applications will not be considered.

Position: **FISHERIES TECHNICIAN I**
Supervisor: Fisheries Biologist I
Location: Natural Resources Dept
Work Info: Full Time: 40 Hrs/Week (M-F)
Salary: DOQ/E (\$17.98 - \$21.35) (hourly wage)
Closes: Open Until Filled

POSITION SUMMARY:

The person in this position will conduct fisheries fieldwork, office work, and perform fish hatchery duties. This person will work with Quileute Natural Resources (QNR) personnel in the collection of commercial fisheries sampling data, spawning survey data, and other information necessary for the management of fisheries resources important to the Quileute Indian Tribe. Applicants will be required to 1) examine commercial catches of salmon and bottom fish for species composition, collect biological information from sampled fish and; 2) conduct spawning surveys, correctly identifying and counting salmon redds; 3) assist in routine maintenance tasks; 4) assist hatchery personnel with routine hatchery duties including but not limited to: fish feeding, cleaning rearing units and incubator trays, hatchery grounds maintenance, and brood stock collection 5) other duties as assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE THE FOLLOWING:

- Collect field data associated with adult salmon (and steelhead) in the Quillayute River System including accurately identifying and counting all Pacific salmon species' redds in the Quillayute River system.
- Review, record, and tabulate data gathered by themselves and by others. Conduct spawning-area counts for adult salmon, collect biological data from salmon carcasses, and monitor/sample Indian Gill Net (IGN) catch.
- Explain research projects and sampling procedures to Quileute Tribal members to enlist cooperation and support for QNR priorities.
- Walk streams and float rivers on rafts and drift boats to access and count salmon redds and carcasses. Take biological samples from salmon carcasses in the field while conducting redd surveys and sampling IGN catch.
- Care for and maintain assigned equipment. Ensure that assigned vehicle maintenance is conducted at prescribed intervals.

SKILLS, KNOWLEDGE AND ABILITIES

- Working knowledge of salmon life history.
- Requires previous experience identifying Pacific salmon and salmon redds.
- Experience collecting biological samples from Pacific salmon or other fish species.
- Ability to research and gather information.
- Effectively and correctly identify, collect, organize, and document data.
- Consistently and accurately document information and update records/databases.
- Ability to understand basic computer operations with experience in Microsoft Excel and Word.
- Ability to work independently with little direct oversight.

WORK ENVIRONMENT:

The primary work schedule will be 40 hours per week conducted on a set schedule between 8:00 am and 4:00 pm, five days per week and will include work on some weekend days and holidays. The majority of work will be conducted outdoors with some amount of office work.

PHYSICAL DEMANDS:

This position requires the ability to stand and walk for long periods of time, often outdoors in remote locations over rugged terrain. Work will involve walking and rafting in swift-water streams or rivers to survey salmon spawning areas. Work will occasionally occur during periods of inclement weather. Acute vision is important for proper adult salmon identification. Attention to detail and good record keeping are required for accurate data recording.

SUPERVISORY RESPONSIBILITY:

No

QUALIFICATIONS:

Required: A high school diploma or GED, including one year of high school science.

GENERAL INFORMATION:

The statements contained herein reflect the general details as necessary to describe the principle functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or to balance the workload.

Special Requirements: Must have and retain a valid Washington State Driver's License ~ please provide a copy with job application. Must pass a criminal background check, drug and alcohol screening and reference check.

Disclaimer: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.

Indian preference will apply. If applicants have equal qualifications, preference will be given first to a Quileute Indian applicant and then to other Native Americans and Alaska Natives. Except as provided by the Indian Preference Act (Title 25 U.S. Code Sec. 472 & 473) there will be no discrimination in selection because of race, color, creed, age, sex, national origin, physical handicap, marital status, politics, or membership/non-membership in an employee organization.

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